

MEETING OF THE
BOARD OF LIBRARY TRUSTEES
March 14, 2023
MINUTES

Conducted by Remote Participation

Call to Order

Chair Stephen Quinlan called the meeting to order at 7:19 p.m. In attendance were trustees Adam Delmolino, Jonathan Gates, Amy Hampe, Joyce Radochja, and Stephen Quinlan. Trustee Kathy Fennelly was not present. Heather Calvin joined the meeting at 7:24. Also in attendance were Anna Litten, library director, Amanda Troha, assistant director, and Mary Pfeifer of art print consultant Museum & Collector Resource. Mr. Quinlan shared open meeting law information as it pertains to remote meetings and read the Resolution Acknowledging Native Lands.

Community Time

There were no comments from members of the community.

MCR Art Prints Collection Deaccessioning Update

Ms. Pfeifer updated the Board on the Art Prints deaccessioning process. The MCR team is continuing with their strategy to sell prints as lots whenever possible. To date, two lots of WWI prints have been sold. Ms. Litten noted that all checks have been deposited in the Art Prints Fund.

Approval of February 14 Meeting Minutes (vote)

The Board discussed the February 14 meeting minutes. Mr. Quinlan moved to approve the minutes of the February 14 Meeting as amended. Mr. Delmolino seconded the motion. Under Guidance from the Attorney General's office, the Board held a roll call vote. Ms. Calvin voted aye, Mr. Gates voted aye, Ms. Hampe voted aye, Ms. Radochja aye. The Board approved the February 14 meeting minutes.

Community Participation in Library Trustee Meetings Policy (vote)

The Board discussed the Community Participate in Library Trustee Meetings Policy. Mr. Quinlan asked Ms. Litten to draft an agenda note for Board meetings to guide community participation. Mr. Quinlan moved to rescind the policy. Ms. Hampe seconded the motion. The Board held a roll call vote. Ms. Calvin voted aye, Mr. Delmolino voted nay, Mr. Gates voted aye, Ms. Radochja voted nay. The Board approved the motion to rescind the

Community Participation in Library Trustee Meetings Policy.

Library Meeting Room Use Policy (vote)

The Board discussed revisions to the Library Meeting Room Use Policy. Mr. Delmolino moved to approve the policy as amended. Ms. Hampe seconded the motion. The Board held a roll call vote. Ms. Calvin voted aye, Mr. Gates voted aye, Ms. Radochia voted aye, Mr Quinlan voted aye. The Board approved the amended Library Meeting Room Use Policy.

Library Program Policy (vote)

The Board discussed revisions to the Library Program Policy. Ms. Hampe moved to approve the amended policy. Mr. Delmolino seconded the motion. The Board held a roll call vote. Ms. Calvin voted aye, Mr. Gates voted aye, Ms. Radochia voted aye, Mr. Quinlan voted aye. The Board approved the amended Library Program Policy.

MPLCP Letter of Intent Update

The Board discussed the Massachusetts Public Library Construction Program (MPLCP) Letter of Intent (LOI) and the purpose of the document. Ms. Litten reported that the LOI is akin to a registration. Mr. Delmolino suggested adding support signatures from state representatives. Ms. Litten will discuss appropriate signatories with Mr. Pooler.

Library Building Program

Ms. Litten shared an update on 175 Mass Ave. Ms. Litten will create a timeline for the Fox Library building program. The Board reviewed the MPLCP Building Programs: Essential Elements website. Ms. Litten hopes to begin developing the building program based on deliverables from the 2016-2018 Reimagining our Libraries (ROL) work. The Board discussed incorporating more recent work including the 2022 Town Equity Audit, and the 2021 Library Strategic Planning. Ms. Litten will present a timeline of needs. The Board agrees that outside support is needed for success in this project. Ms. Litten will expedite her conversations with the planning department. The Board discussed launching a working group.

Town Meeting Strategy

Ms. Litten is preparing a document updating Town Meeting members on 2019 Warrant Article 39. Ms. Hampe proposed emailing the update to Town Meeting members and printing out the document to be left on seats.

Director's Report

The Board discussed the February Director's Report. Ms. Hampe expressed enthusiasm and gratitude for library staff.

Foundation Liaison Update

Ms. Litten shared that the ALF nominating committee will be meeting soon and they are committed to adding diversity to their Board. The ALF is beginning discussions around launching a capital campaign.

Friends Liaison Updates

Ms. Radochia shared the extensive programming that the Friends host. The Friends will increase membership amounts for individual membership from \$15 to \$20.

Communications and Announcements

The Board discussed the remote meeting schedule. Ms. Litten noted ART keynote speaker Judy Heumann's life of achievement and acknowledged her death.

Unanticipated Items

There were no unanticipated items.

Date of Next Meeting: April 11, 2023

Adjournment (vote)

Ms. Calvin motioned to adjourn. The Board held a roll call vote. Ms. Delmolino voted aye, Mr. Gates voted aye, Ms. Hampe voted aye, Ms. Radochia voted aye, Mr. Quinlan voted aye. The meeting adjourned at 9:17 p.m.

Materials Distributed:

- March 14, 2023 Meeting Agenda
- Museum & Collector Resource Report to the Trustees with Deaccession Sales
- February 14, 2023 Board of Library Trustees Meeting Minutes
- Community Participation in Library Trustee Meetings Policy
- Library Meeting Room Use Policy & Scheduling Procedures Policy
- Library Programs Policy
- LOI Statement of Need
- Municipal Letter of Support
- Fox Construction Proposal
- 2016 RFQ Library Building Program and Space Plan
- Library Community Needs Assessment RFP
- Library Director's Report, February 2023 with February Circulation Report